



Two Rock Union School District

5001 Spring Hill Road ▪ Petaluma, CA ▪ 94952

Phone: (707) 762-6617 ▪ Fax: (707) 762-1923

www.trusd.org

AGENDA BOARD OF TRUSTEES TWO ROCK UNION SCHOOL DISTRICT REGULAR MEETING

August 13, 2026

Closed Session 4:00 PM

Open Session 5:00 PM

Library, Room 14

1. **CALL TO ORDER**
A. ROLL CALL

2. **CLOSED SESSION**

2.1 **Announcement of Closed Session Items**

With respect to every item of business to be discussed in closed session (Gov. Code §54957.6)

2.2 **Closed Session Agenda**

2.2A Public Employee Performance Evaluation (Pursuant to Government Code §54957)

Title: Superintendent/Principal

3. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session
(if necessary)

4. **Adoption and Approval of Agenda**

4.1 Approval of the Agenda for August 13, 2026.

Action

Motion:

Second:

Aye:

Nay:

5. **PUBLIC COMMENT**

Members of the public may address the Board concerning any item of interest within the subject matter jurisdiction of the Board. No discussion or action shall be taken on any item not appearing on the Agenda. Each person will be allowed up to three (3) minutes per item.

6. **RECOGNITION**

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz

Josh Wilson, Superintendent/Principal

7. **CONSENT ITEMS**

ACTION

Items within the Consent Agenda are routine in nature and do not require discussion. Any Board member may have any item removed from the Consent Calendar and have it acted upon separately. All items are approved with a single action.

Background: Routine items presented for approval.

Plan: Routine process.

Public Comment:

Board Discussion:

Recommended motion: Approval of Consent Agenda.

8.1 Approval of the Accounts Payable Reports: July 2026.

PG.

8.2 Approval of Minutes from meetings in July 16, 2026.

PG.

Action

Motion:

Second:

Aye:

Nay:

8. **REPORTS/PRESENTATIONS**

8.1 TREA Representative

8.2 CSEA Representative

8.3 TRSEF Representative

8.4 USCG Representative

8.5 Superintendent's Report

8.5A Enrollment Update (2nd day count)

8.5B Facilities Update

8.5C Curriculum Update

8.5D Other Updates

8.5E Upcoming Events

9. **DISCUSSION ITEMS**

9.1 Revision Of Board Bylaw 9100 – Organization (First Read)

Background: The Board of Trustees will discuss the proposed revisions to Board Bylaw 9100 – Organization as a First Reading, provide direction as appropriate, and schedule the bylaw for adoption at a subsequent regular meeting.

9.2 Revision of Board Policy 1240 and Administrative Regulation 1240 – Volunteer Assistance (first read)

Background: The Board of Trustees will discuss the proposed revisions to Board Policy 1240 – Volunteer Assistance and Administrative Regulation 1240 – Volunteer Assistance as a First Reading, provide direction as appropriate, and schedule the policy and regulation for adoption at a subsequent regular meeting.

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz
Josh Wilson, Superintendent/Principal

10. ACTION ITEMS

10.1 Board Member Vacancy – Candidate Interviews And Provisional Appointment

Background: The Board of Trustees will conduct interviews of applicants for the vacant Governing Board position and consider the provisional appointment of one qualified applicant to fill the vacancy pursuant to Education Code sections 5090–5092.

10.2 45 Day Budget Revision for 2026-2027 Adopted Budget (*pending*)

Background: The Board of Trustees will review and consider approval of the 45 Day Budget Revision for the 2026-2027 Adopted Budget. This revision reflects updated financial information and adjustments to revenue and expenditures to ensure alignment with current district priorities and state requirements.

10.3 The District Conflict of Interest Code (Government Code §§ 87300–87313)

Background: The Board of Trustees will review the District's current Conflict of Interest Code, discuss potential revisions, and submission to the Sonoma County Board of Supervisors, the District's Code Reviewing Body.

10.4 2026–2027 Student Discipline Support Plan

Background: The Board of Trustees will discuss and approve the Two Rock Union School District 2026–2027 Student Discipline Support Plan as the District's administrative framework for student behavior support, discipline procedures, and administrative response protocols for the 2026–2027 school year.

10.5 Superintendent Mentor Services Agreement

Background: The Board of Trustees will consider approval of The Mentor Services Agreement between the Two Rock Union School District and Mr. Glen Senestraro for the period of July 22, 2026, through June 30, 2027, and authorize the Board President to execute the agreement on behalf of the District.

10.6 Memorandum of Understanding with The Sonoma County Office Of Education for Participation in the 2026–2027 Sonoma County Title III English Learner Consortium

Background: The Board of Trustees will consider approval of The 2026–2027 Memorandum of Understanding (MOU) between the Two Rock Union School District and the Sonoma County Office of Education (SCOE) for participation in the Sonoma County Title III English Learner Consortium, and authorize the Superintendent/Principal or designee to execute the agreement on behalf of the district.

10.7 Purchase of Student Chromebooks

Background: The board will review and consider approval for the purchase of a new classroom set of Chromebooks. It was determined that 28 new student devices are needed to replace end-of-life devices, supporting our educational and operational technology needs.

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz
Josh Wilson, Superintendent/Principal

10.8 Agreement With School Of Rock For Elementary Music Education Program

Background: As part of the District's commitment to providing a well-rounded educational experience and expanding enrichment opportunities for all students, the District proposes partnering with School of Rock to deliver weekly music instruction on campus.

10.9 Services Agreement with KUEHG, Inc "Champions" for Extended Learning Opportunities Provider Services for the 2026-2027 Fiscal Year

Background: The District is seeking to renew contractual services with KUEHG, Inc dba. "Champions" for extended learning program services in 2026-2027.

11. ADJOURNMENT TO CLOSED SESSION (if necessary)

12. RECONVENE TO PUBLIC MEETING Report of any actions taken during Closed Session (if necessary)

13. DATES AND FUTURE AGENDA ITEMS

Next Regular Board Meeting - September 17, 2026 at 4:00pm.

14. SIGNING OF PAPERS

15. ADJOURNMENT

ACTION

Motion: Second: Aye: Nay:

Posted By:



Josh Wilson, Superintendent

Accessibility Accommodations

If you require assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the school office at 707-762-6617. You are encouraged to provide as much advance notice as possible to better enable Two Rock Union School District to meet your accessibility needs in accordance with applicable law.

Public Records

In accordance with Government Code section 54957.5 and the Public Records Act, public records that are distributed to a majority of the Board of Trustees concerning open session agenda items will be made available upon request. Such records distributed less than 72 hours prior to a regular meeting are available for inspection at the District Office located at 5001 Spring Hill Road, Petaluma, CA 94952.

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz
Josh Wilson, Superintendent/Principal

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

REGULAR MEETING OF AUGUST 13, 2026

ITEM: **RATIFICATION OF THE WARRANT REGISTER FOR WARRANTS
ISSUED JULY 1, 2026 THROUGH JULY 31, 2026 FOR TWO ROCK
UNION SCHOOL DISTRICT**

PREPARED BY: **SARAH DAUGHERTY, ASSISTANT BUSINESS MANAGER**

TYPE OF ITEM: **CONSENT**

PURPOSE: For the Board of Trustees to ratify the Purchase Order and Warrant Register for Warrants issued from July 1, 2026, through July 31, 2026.

BACKGROUND INFORMATION: The Warrant Register reflects the vendor's name, date paid, amount of warrant, and budgetary account charged.

DETAILS: The Board ratifies the minutes attached, which have been drafted in accordance with California Education Code 35145.

Recommended By: Sarah Daugherty, Assistant Business Manager

FINANCIAL INFORMATION: Warrants are paid in accordance with the Board-adopted budget and generally accepted accounting methods. A detailed listing of monthly warrants is available in the Business Office.

RECOMMENDATION: : For the Board of Trustees to approve the warrants issued by the Two Rock Union School District from July 1, 2026, through July 31, 2026.

Includes Purchase Orders dated 07/01/2026 - 07/31/2026

Board Meeting Date August 16, 2026

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B26-00043	Christy White Accountancy Corp dba Christy White Associates	TWRK	Annual Financial Audit 2025-2026 Fiscal Year	01-5821	5,589.00
B27-00009	Brady Industries NorCal, LLC.	TWRK	2026-2027 Custodial Supplies	01-4300	6,000.00
B27-00010	AT&T	TWRK	2026-2027 Phone Services- Long Distance	01-5911	625.80
B27-00011	Kyocera Document Solutions	TWRK	2026-2027 Copier and Fax Maintenance Agreement	01-5632	5,899.50
B27-00013	Nature Science Pest Control	TWRK	Commercial Pest Control 2026-2027	01-5800	2,700.00
B27-00014	Recology Sonoma Marin	TWRK	2026-2027 Waste Management Services	01-5560	6,365.52
B27-00015	Sonoma Technology Partners	TWRK	2026-2027 IT Services Agreement	01-5800	22,000.00
B27-00016	Shred-It US JV LLC Shred-It US A LLC	TWRK	2026-2027 Shredding Services	01-5800	660.00
B27-00017	Sonoma County Office Of Educ.	TWRK	2026-2027 NCSOE Intern and Induction Programs	01-5800	13,500.00
B27-00018	All-Guard Alarm Systems	TWRK	All Guard Alarm Service 2025-26	01-5830	2,500.00
B27-00019	Cagwin & Dorward, LLC	TWRK	Landscape Contract 2026-2027	01-5800	17,292.00
P26-00082	Sonoma Technology Partners	TWRK	Repair 5th Grade Teacher MacBook	01-4445	2.03
				01-5640	1,133.77
P26-00195	Amazon Capital Services, Inc.	TWRK	Playground Balls	01-4300	71.96
P26-00196	Marin Mechanical II Inc.	TWRK	Sewage Line Repairs	01-5630	19,711.44
P26-00197	Sonoma Technology Partners	TWRK	Teacher Macbook Charger and Cable Replacement	01-4345	38.24
P26-00198	Sonoma Technology Partners	TWRK	Student Tech Materials Kinder, 2nd, 3rd	01-4310	417.38
P26-00199	Sonoma Technology Partners	TWRK	Student Tech Materials 1st	01-4310	309.33
P27-00003	Renaissance Learning	TWRK	2026-2027 Renaissance Learning Sub. Renewal	01-4340	12,397.95
P27-00004	Amazon Capital Services, Inc.	TWRK	Annual Water Fountain Filter Replacements 2026-27	01-4300	267.80
P27-00005	Amazon Capital Services, Inc.	TWRK	Front Office Supplies	01-4300	30.69
				01-4350	434.02
P27-00006	Amazon Capital Services, Inc.	TWRK	Registrar Office Supplies	01-4350	93.25
P27-00007	Amplify Education, Inc.	TWRK	mCLASS DIBELS Renewal-2026-2027	01-4340	1,170.00
P27-00008	Amplify Education, Inc.	TWRK	DIBELS Data Management System-2026-2027	01-4340	127.00
P27-00009	Worthington Direct	TWRK	Felt Glides for Student Chairs	01-4320	347.48
P27-00010	IXL Learning	TWRK	IXL Renewal 2026-2027	01-4340	4,370.00
P27-00012	Redwood Lock, Inc	TWRK	July 2026 Door and Lock Repairs- Rooms 4, 8, 9, 10	01-5800	4,816.97
P27-00013	JetMulch Inc.	TWRK	Playground Mulch 2026-2027 Fall	01-4390	4,217.15
P27-00014	Screaming Garlic LLC	TWRK	WIX Website Rebuilding Service 26/27	01-5840	1,000.00
P27-00015	Office Depot	TWRK	Office Supplies and PD Teacher Supplies	01-4310	295.16
				01-4350	831.80

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ERP for California

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Includes Purchase Orders dated 07/01/2026 - 07/31/2026

Board Meeting Date August 16, 2026

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P27-00016	Apple Inc.	TWRK	Teacher MacBook Purchase GE and ML	01-4445	5,044.32
P27-00017	CASBO	TWRK	ABM Workshop Registration- Legal Req for Leaves	01-5202	95.00
P27-00018	CAFIS	TWRK	CAFIS Membership 2026-2027	01-5300	134.00
P27-00019	Open Up Resources	TWRK	2026-2027 ELD Pilot Material for Grades K-5	01-4110	276.13
P27-00020	The Math Learning Center	TWRK	2026-2027 TK Bridges Math Curriculum	01-4110	1,669.50
P27-00021	Dienamics Diecutting, Inc.	TWRK	Print Shop - TRUSD District Envelopes	01-4350	502.82
P27-00022	Dienamics Diecutting, Inc.	TWRK	Print Shop - Student Discipline Referral Forms	01-4350	121.22
P27-00023	Houghton Mifflin	TWRK	ELA Pilot Curriculum Grades K,2,4,6	01-4110	2,139.20
P27-00024	Dienamics Diecutting, Inc.	TWRK	Print Shop-2026/2027 PANs	01-4351	458.65
P27-00025	CPM Educational Program	TWRK	2026-2027 CPM Math Curriculum	01-4110	2,712.46
				01-4140	729.05
Total Number of POs			39	Total	149,097.59

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	7	27,273.15
	Total Fiscal Year 2026		27,273.15
01	General Fund	32	121,824.44
	Total Fiscal Year 2027		121,824.44
	Total		149,097.59

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ERP for California

Page 2 of 2

Checks Dated 07/01/2026 through 07/31/2026				Board Meeting Date August 16, 2026	
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2168545	07/08/2026	Magana, Guillermo	01-5201		49.30
2168546	07/08/2026	Amazon Capital Services, Inc.	01-4300	71.96	
			01-4310	20.65	92.61
2168547	07/08/2026	Ameriprints	01-5862		125.00
2168548	07/08/2026	Brady Industries NorCal, LLC.	01-4300		19.28
2168549	07/08/2026	Christy White Accountancy Corp dba Christy White Associates	01-5821		5,589.00
2168550	07/08/2026	Kyocera Document Solutions	01-5632		143.88
2168551	07/08/2026	Marin Mechanical II Inc.	01-5630		19,711.44
2168552	07/08/2026	Nature Science Pest Control	01-5800		225.00
2168553	07/08/2026	Office Depot	01-4350		470.71
2168554	07/08/2026	Sonoma Technology Partners	01-5800		392.85
2168555	07/08/2026	Kyocera Document Solutions	01-5632		464.57
2168556	07/08/2026	Frontline Technologies	01-5300		1,036.93
2168557	07/08/2026	Pacific Gas & Electric	01-5520		1,045.60
2168558	07/08/2026	Sonoma Technology Partners	01-4310	726.71	
			01-4345	38.24	
			Unpaid Tax	1.76-	763.19
2169572	07/10/2026	Division of State Architects	40-6220		1,465.91
2169573	07/10/2026	Marcus Hibser	01-5800		12,935.00
2169574	07/10/2026	AT&T	01-5911		52.15
2169575	07/10/2026	Pacific Gas & Electric	01-5520		31.54
2169576	07/10/2026	Shred-It USA	01-5800		58.95
2169577	07/10/2026	Amazon Capital Services, Inc.	01-4300		267.80
2169578	07/10/2026	Amplify Education, Inc.	01-4340		1,297.00
2169579	07/10/2026	Open Up Resources	01-4110		1,477.08
2172599	07/29/2026	All-Guard Alarm Systems	01-5830		562.50
2172600	07/29/2026	Amazon Capital Services, Inc.	01-4300	30.69	
			01-4350	527.27	557.96
2172601	07/29/2026	CA Assoc of Impacted Schools	01-5300		134.00
2172602	07/29/2026	Cagwin & Dorward, LLC C/O Sperber Landscape Co.	01-5800		1,441.00
2172603	07/29/2026	Worthington Direct	01-4320		347.48
2172604	07/29/2026	Ameriprints	01-5862		50.00
2172605	07/29/2026	AT&T CALNET 3	01-5911		1.27
2172606	07/29/2026	Revolution Foods PBC	01-4710		2,443.60
2172607	07/29/2026	STLR	01-5830		3,200.00
2172608	07/29/2026	School and College Legal Services	01-5823		7,365.75
2172609	07/29/2026	CA Department of Justice Accounting Office / RMU	01-5862		64.00
2172610	07/29/2026	Sonoma Technology Partners	01-4300	117.45	
			01-4390	23.48	
			Unpaid Tax	.26-	140.67
2172611	07/29/2026	Employment Development Dept.	01-9555		172.18
2172612	07/29/2026	CA Dept of Tax & Fee Admin	01-9580		60.00
Total Number of Checks			36		64,255.20

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 07/01/2026 through 07/31/2026

Board Meeting Date August 16, 2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
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Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	35	62,791.31
40	Spec Rsrve For Cap Outlay Proj	1	1,465.91
Total Number of Checks		36	64,257.22
Less Unpaid Tax Liability			2.02-
Net (Check Amount)			<u>64,255.20</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ERP for California

Page 2 of 2

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

REGULAR MEETING OF AUGUST 13, 2026

ITEM: APPROVAL OF THE MINUTES FOR JULY REGULAR MEETINGS

PREPARED BY: SARAH DAUGHERTY, ASSISTANT BUSINESS MANAGER

TYPE OF ITEM: CONSENT

PURPOSE: For the Board of Trustees to approve the minutes of the Regular and Special Meetings held on July 16, 2026.

BACKGROUND INFORMATION: The California education code 35145 states that in meetings of the governing board of any school district "All minutes shall be taken at all of those meetings, recording all actions taken by the governing board. The minutes are public records and shall be available to the public."

DETAILS: The Board Approve the minutes attached, which have been drafted in accordance with California education code 35145.

Submitted/Recommended: Sarah Daugherty, Assistant Business Manager

FINANCIAL INFORMATION: None

RECOMMENDATION: For the Board of Trustees to approve the minutes of the Regular and Special Meetings held on July 16, 2026.



Two Rock Union School District
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**AGENDA
 BOARD OF TRUSTEES
 TWO ROCK UNION SCHOOL DISTRICT
 REGULAR MEETING**

**July 16, 2026
 Closed Session 4:00 PM
 Open Session 5:00 PM
 STEAM Lab, Room 12**

1. **CALL TO ORDER** *4:00 p*
 A. ROLL CALL *JK 8*
JM, JS, NN
2. **CLOSED SESSION** *4:28 p*
 - 2.1 **Announcement of Closed Session Items**
 With respect to every item of business to be discussed in closed session (Gov. Code §54957.6)
 - 2.2 **Closed Session Agenda**
 - 2.2A **Public Employee Performance Evaluation** (Pursuant to Government Code §54957)
 Title: Superintendent/Principal
3. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session
 (if necessary) *5:02 p* *NO Action*
4. **Adoption and Approval of Agenda**
 - 4.1 **Approval of the Agenda for July 16, 2026.**

Action
 Motion: *JM* Second: *NN* Aye: *3* Nay: *0*
5. **PUBLIC COMMENT**
 Members of the public may address the Board concerning any item of interest within the subject matter jurisdiction of the Board. No discussion or action shall be taken on any item not appearing on the Agenda. Each person will be allowed up to three (3) minutes per item. *N/A*
6. **RECOGNITION**

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz
 John Markatos, Interim Superintendent/Principal

7. **CONSENT ITEMS****ACTION**

Items within the Consent Agenda are routine in nature and do not require discussion. Any Board member may have any item removed from the Consent Calendar and have it acted upon separately. All items are approved with a single action.

Background: Routine items presented for approval.

Plan: Routine process.

Public Comment:

Board Discussion:

Recommended motion: Approval of Consent Agenda.

8.1 Approval of the Accounts Payable Reports: June 2026

PG. 5-9

8.2 Approval of Minutes from meetings in June, 2026

PG. 10-22

8.3 Approval of the Personnel Addendum, July 2026 *none*

PG.

Action

Motion: *NN* Second: *JM* Aye: *3* Nay: *0*

8. **REPORTS/PRESENTATIONS**

8.1 TREIA Representative *N/A*

8.2 CSEA Representative *N/A*

8.3 TRSEF Representative *N/A*

8.4 USCG Representative *McClelland*

8.5 Superintendent's Report

8.5A Enrollment Update *-130 students*

8.5B Facilities Update *+5 pending*

8.5C Curriculum Update *ELD + ELA*

8.5D Other Updates *Board Vacancy -*

8.5E Upcoming Events *ESY ended 7/8/24*

CG Day 8/7, Water pipe line Project
Water Quality test emailed, transfer Fiber Optic Cable
incoming housing season. Pump Start
is incoming off base City
PD training 8/6 + 8/7 90 day notice
medial + posted publicly - due 7/24

9. **DISCUSSION ITEMS**10. **ACTION ITEMS**10.1 **Election of Board President and, if necessary, Board Clerk**

Background: Following the resignation of the former Board President, the office of President became vacant. In accordance with Board Bylaws and standard governance practices, the Board shall elect a new President from among its members to serve the remainder of the current term.

JM num JS President + voted

Close Gate b/w parking + neighbor fence

NN num JM Clerk

8.5b - Dome Structure 8 weeks out

Teacher Work Day

Goats - Thank Gutierrez family + PG., fence quote,

~ 300 ft voted

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz

John Markatos, Interim Superintendent/Principal

ed. trail 0.6 miles - Gate request first.

10.2 Approval of 2026-2027 Ryland Strategic Business Consulting Services Contract PG. 23

Background: The District is seeking to renew contractual services with Ryland Strategic Business Consulting Services for Chief Business Official Consultant services in 2026-2027.

10.3 Approval of Williams Quarterly Report, Q4 2025-2026 PG. 24-25

Background: The District is seeking approval of the 2025-2026 4th Quarter Williams Quarterly Report: April 2026 to June 2026.

10.4 Ratification of Memorandum of Understanding with The North Coast School of Education for Participation in the 2026-2027 "Be a Teacher" Program. PG. 26-32

Background: It is recommended that the Board of Trustees ratify the Memorandum of Understanding with North Coast School of Education – "Be A Teacher" Program for 2026-2027.

10.5 Ratification of Memorandum of Understanding with The North Coast School of Education for Participation in the 2025–26 Induction Program PG. 33-39

Background: It is recommended that the Board of Trustees ratify the Memorandum of Understanding with North Coast School of Education – Teacher Induction Program for 2026-2027.

10.6 Approval of Services Agreement with KUEHG, Inc "Champions" for Extended Learning Opportunities Provider Services for the 2026-2027 Fiscal Year PG. 40

Background: The District is seeking to renew contractual services with KUEHG, Inc dba "Champions" for extended learning program services in 2026-2027.

10.7 Approval of Services Agreement with Sonoma Technology Partners for the 2026-2027 Fiscal Year PG. 41-46

Background: The District is seeking to renew contractual services with Sonoma Technology Partners for district-wide IT services in 2026-2027.

10.8 Approval of Resolution 2026-07 of Surplus of District Inventoried Property PG. 47-49

Background: The District is seeking to dispose of obsolete instructional materials per CA Ed Code 60510 (60530).

10.9 Approval of Change to the August 2026 Regular Board Meeting Date

Background: The Board of Trustees will consider changing the date of the August 2026 Regular Board Meeting from Thursday, August 20, 2026, to Thursday, August 13, 2026.

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz
John Markatos, Interim Superintendent/Principal

10.10 Approval of Revision to the Specifications of the Election Order Resolution 2026-06 for the November 3, 2026 Governing Board Election PG. 50-52

Background: The Board of Trustees is requested to review and approve a revised Specifications of the Election Order Resolution for the November 3, 2026, Governing Board Election and authorize the Clerk of the Board to execute the revised election documents for submission to the Sonoma County Superintendent of Schools and the Sonoma County Registrar of Voters.

JM NN 3 ✓

10.11 Approval of the Memorandum of Understanding between Two Rock Union School District and Petaluma City Schools SoCC for Adaptive Physical Education Services for 2026-2027 PG. 53-57

Background: The Board of Trustees is requested to review and approve a memorandum of understanding between the district and Petaluma City Schools SoCC for adaptive physical education services for the 2026-2027 school year.

JM NN 3 ✓

11. **ADJOURNMENT TO CLOSED SESSION** (if necessary) 5:39 pm
12. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary)
13. **DATES AND FUTURE AGENDA ITEMS**
Regular Board Meeting August 20, 2026 at 4:00pm
14. **SIGNING OF PAPERS**
15. **ADJOURNMENT**

Posted By:



Josh Wilson, Superintendent

Accessibility Accommodations

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Public Records

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Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz
John Markatos, Interim Superintendent/Principal

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

ITEM: REVISION OF BOARD BYLAW 9100 – ORGANIZATION (First Read)

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: DISCUSSION

PURPOSE: It is recommended that the Board of Trustees receive and discuss the proposed revisions to Board Bylaw 9100 – Organization as a First Reading, provide direction as appropriate, and schedule the bylaw for adoption at a subsequent regular meeting.

BACKGROUND INFORMATION: Board Bylaw 9100 – Organization establishes the procedures for the Governing Board's annual organizational meeting, including the election of Board officers and other organizational business.

The current bylaw was adopted in 2015 and contains provisions that are no longer fully consistent with current California Education Code, specifically Education Code section 35143 governing annual organizational meetings and the election of Board officers.

The proposed revisions incorporate:

- Current requirements of Education Code section 35143 regarding annual organizational meetings, election and non-election year timelines, and required notifications;
- Guidance contained in the School & College Legal Services of California (SCLS) Legal Update No. 10-2025, including organizational meeting procedures and statutory requirements; and
- Recommendations provided by SCLS legal counsel during consultation with the District regarding Board officer elections and the removal of provisions that are inconsistent with state law. Specifically, the revisions remove mandatory officer succession requirements and term limitations that conflict with the annual election process required by Education Code section 35143.

The revised bylaw continues to include district governance practices such as adoption of the annual Board meeting calendar, authorization of signatures, appointment of Board representatives, and review of governance protocols while ensuring compliance with current law.

Summary of Key Changes

This revision:

- Removes the outdated mandatory officer succession language (two years as Clerk before President).
- Removes the prohibition on serving consecutive terms that conflicts with annual elections.
- Clarifies that officers are elected annually, as required by Education Code § 35143.
- Updates the organizational meeting timeline for both election and non-election years.

- Adds the statutory notification requirements to the County Superintendent and Board members.
- Retains Two Rock's governance calendar, committee appointments, and signature authorization practices as organizational agenda items.

This item is presented as a First Reading. No action to adopt the revised bylaw is recommended at this meeting. Adoption is anticipated at a subsequent regular meeting following Board review and discussion.

FINANCIAL INFORMATION: None.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees receive the proposed revisions to Board Bylaw 9100 – Organization as a First Reading, provide direction as appropriate, and schedule the bylaw for adoption at a subsequent regular meeting.
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Board Bylaw 9100 – Organization

Status: Revised

Original Adopted: November 12, 2015

Last Revised: July 24, 2026

Purpose

The Governing Board shall organize annually in accordance with Education Code section 35143. At its annual organizational meeting, the Board shall elect its officers, establish its governance structure for the coming year, and conduct other organizational business necessary for the efficient operation of the district.

Annual Organizational Meeting

Each year, the Governing Board shall hold an annual organizational meeting.

In years in which a regular election of Governing Board members is conducted, the organizational meeting shall be held within the 15-day period beginning on the date upon which newly elected Board members take office.

In years in which no regular election of Board members is conducted, the organizational meeting shall be held during the same annual period and may be held on any date in December, but no later than December 20, in accordance with Education Code section 35143.

Unless otherwise established by Board rule, the date and time of the organizational meeting shall be selected by the Governing Board at its regular meeting held immediately preceding December 1.

On behalf of the Board, the Superintendent shall notify the Sonoma County Superintendent of Schools of the date and time selected for the organizational meeting.

Within 15 days before the organizational meeting, the Clerk of the Board shall notify all Board members of the date and time of the meeting in accordance with Education Code section 35143.

Organizational Business

At the annual organizational meeting, the Governing Board shall:

1. Elect one member to serve as President.
2. Elect one member to serve as Clerk.
3. Appoint the Superintendent/Principal as Secretary to the Governing Board.

4. Adopt or reaffirm authorized signatures for district warrants, contracts, and other official documents.
5. Approve the schedule of regular Board meetings for the coming calendar year.
6. Review or adopt the annual Board Governance Calendar.
7. Designate Board representatives to committees, commissions, advisory groups, joint powers authorities, or other organizations as appropriate.
8. Review Board governance resources, including Board bylaws, governance standards, Board protocols, and Board development priorities.

Election of Officers

The Governing Board shall annually elect from among its members:

- President
- Clerk

The election of officers shall occur during the open session of the annual organizational meeting.

Officers shall serve until the next annual organizational meeting or until their successors are elected.

Nothing in this bylaw shall prevent the Governing Board from electing the same member to successive terms as an officer if the Board determines such action to be in the best interest of the District.

A vacancy in any Board office occurring during the year shall be filled by Board action at a regular or special meeting.

Duties of the President

The President shall:

- Preside at all meetings of the Governing Board.
- Preserve order and decorum.
- Decide questions of parliamentary procedure, subject to appeal by the Board.
- Execute official documents authorized by Board action.
- Perform other duties prescribed by law or assigned by the Governing Board.

Duties of the Clerk

The Clerk shall:

- Perform the duties of the President whenever the President is absent or unable to act.
- Sign documents requiring the Clerk's signature by law or Board action.
- Perform other duties assigned by the Governing Board.

Vacancies in Board Offices

If the office of President or Clerk becomes vacant during the year, the Governing Board shall elect a successor from among its members at the next regular or special meeting following the vacancy.

The successor shall serve for the remainder of the unexpired term.

Legal References

- Education Code 35143 – Annual Organizational Meeting
- Education Code 35145 – Public Meetings
- Government Code 54950–54963 – Ralph M. Brown Act

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

**ITEM: REVISION OF BOARD POLICY 1240 AND ADMINISTRATIVE
REGULATION 1240 – VOLUNTEER ASSISTANCE (FIRST READ)**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: DISCUSSION

PURPOSE: It is recommended that the Board of Trustees receive and discuss the proposed revisions to Board Policy 1240 – Volunteer Assistance and Administrative Regulation 1240 – Volunteer Assistance as a First Reading, provide direction as appropriate, and schedule the policy and regulation for adoption at a subsequent regular meeting.

BACKGROUND INFORMATION: The Governing Board is committed to fostering meaningful volunteer participation while maintaining safe, secure, and supportive learning environments for all students. Volunteers play an important role in enriching instructional programs, strengthening school-community partnerships, and supporting student success.

Board Policy (BP) 1240 and Administrative Regulation (AR) 1240 have been comprehensively revised to align with current California law, California Department of Education guidance, and best practices for volunteer management. The existing policy was originally adopted in 2015 and has not been substantially updated since that time.

The proposed revisions:

- Update volunteer screening, approval, supervision, and eligibility requirements.
- Establish clear volunteer classifications to ensure appropriate levels of screening and oversight based on volunteer responsibilities.
- Incorporate current tuberculosis (TB) risk assessment requirements and criminal background clearance procedures, when applicable.
- Include child abuse prevention requirements, including mandated reporter training and reporting obligations for volunteers who meet the statutory definition of a mandated reporter.
- Clarify volunteer expectations regarding confidentiality, student privacy, professional conduct, and appropriate interactions with students.
- Reinforce that volunteers supplement, but do not replace, certificated or classified employees and may not perform duties reserved by law for district staff.
- Expand nondiscrimination protections consistent with current federal and California law.
- Establish procedures for visitor management, field trip participation, volunteer removal, recordkeeping, and annual compliance documentation.

These revisions strengthen the District's volunteer program while ensuring compliance with current legal requirements and promoting student safety.

This item is presented as a First Reading. No action to adopt the revised Board Policy or Administrative Regulation is recommended at this meeting. Adoption is anticipated at a subsequent regular meeting following Board review and discussion.

FINANCIAL INFORMATION: There is no direct fiscal impact associated with adoption of the revised policy and administrative regulation. Implementation will continue to utilize existing administrative procedures and may include costs associated with volunteer screening, fingerprint processing, visitor management, and required training, as authorized through the District's adopted budget.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees receive the proposed revisions to Board Policy 1240 – Volunteer Assistance and Administrative Regulation 1240 – Volunteer Assistance as a First Reading, provide direction as appropriate, and schedule the policy and regulation for adoption at a subsequent regular meeting.

Policy 1240: Volunteer Assistance

Status: ADOPTED

Original Adopted Date: 03/12/2015 | **Last Reviewed Date:** 03/12/2015

The Governing Board recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

The Superintendent/Principal or designee shall develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors to students and/or make appropriate referrals to community organizations.

The Board prohibits harassment of any volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. (Government Code 12940)

As appropriate, the Superintendent/Principal or designee shall provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that utilize their skills and expertise and maximize their contribution to the educational program.

Volunteer work shall be limited to those projects that do not replace the normal duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school and comply with employee negotiated agreements.

The Superintendent/Principal or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

Volunteers shall act in accordance with district policies, regulations, and school rules. The Superintendent/Principal or designee shall be responsible for investigating and resolving complaints regarding volunteers.

The Board encourages Superintendent/Principal to develop a means for recognizing the contributions of the school's volunteers.

The Superintendent/Principal or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Workers' Compensation Insurance

The Board desires to provide a safe environment for volunteers and minimize the district's exposure to liability.

Upon the adoption of a resolution by the Board, volunteers shall be entitled to workers' compensation benefits for any injury sustained while engaged in the performance of service for the district. (Labor Code 3364.5)

Regulation 1240: Volunteer Assistance

Status: ADOPTED

Original Adopted Date: 03/12/2015 | Last Reviewed Date: 03/12/2015

Duties of Volunteers

The Superintendent/Principal or designee may assign volunteers to:

1. Assist certificated personnel in the performance of their duties, including in the supervision of students and in the performance of instructional tasks which, in the judgment of the certificated personnel to which the volunteer is assigned, may be performed by a person not licensed as a classroom teacher (Education Code 35021, 45343, 45344, 45349)
2. Serve as nonteaching aides under the immediate supervision and direction of certificated personnel to perform noninstructional work which assists certificated personnel in the performance of teaching and administrative responsibilities (Education Code 35021)
3. Supervise students during lunch, breakfast, or other nutritional periods (Education Code 35021, 44814, 44815)
4. Work on short-term facilities projects pursuant to the section below entitled "Volunteer Facilities Projects"
5. Perform other duties in support of district or school operations as approved by the Superintendent/Principal or designee

Volunteers shall not be authorized to assign grades to students, and shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021, 45344)

Basic Skills Proficiency Requirement

Volunteers who supervise or provide instruction to students pursuant to Education Code 45349 shall submit evidence of basic skills proficiency to the Superintendent/Principal or designee. (Education Code 45344.5, 45349)

Criminal Background Check

Prior to assuming a volunteer position working with students in a district-sponsored student activity program, a volunteer shall obtain fingerprint clearance through the Department of Justice (DOJ) and Federal Bureau of Investigation. At his/her discretion, the volunteer may choose to meet this requirement by obtaining an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing. Student activity programs include, but are not limited to, scholastic programs, interscholastic programs, and extracurricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. (Education Code 49024)

The Superintendent/Principal or designee shall determine which volunteer positions in the district are subject to the above requirement.

The criminal background check requirement shall not apply to volunteer supervisors for breakfast, lunch, or other nutritional periods or to volunteer nonteaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021, including parents/guardians volunteering in a classroom or on a field trip or community members providing noninstructional services. (Education Code 49024)

Registered Sex Offenders

The Superintendent/Principal or designee may require all volunteers to disclose whether they are a registered sex offender and/or to provide the district with sufficient information in order to allow verification of this status on the DOJ's Megan's Law web site.

The Superintendent/Principal or designee may grant a registered sex offender, who is not the parent/guardian of a student at the school, permission to come into a school building or upon school grounds to volunteer at the school. At least 14 days prior to the first date for which permission has been granted, the Superintendent/Principal or designee shall notify the parent/guardian of each student at the school, using one of the methods specified in Education Code 48981, that a person who is required to register as a sex offender pursuant to Penal Code 290 has been granted permission to come into a school building or upon school grounds, the date(s) and times

for which permission has been granted, and the parent/guardian's right to obtain information regarding the person from a designated law enforcement agency. (Penal Code 626.81)

However, no person who is required to register as a sex offender pursuant to Penal Code 290 shall be assigned as a volunteer to assist certificated personnel in the performance of their duties; supervise students during lunch, breakfast, or other nutritional period; or serve as a nonteaching aide to perform noninstructional tasks. In addition, a person who is required to register as a sex offender because of a conviction for a crime where the victim was a minor under age 16 shall not serve as a volunteer in any capacity in which he/she would be working directly and in an unaccompanied setting with minors on more than an incidental and occasional basis or have supervision or disciplinary power over minors. (Education Code 35021, 45349; Penal Code 290.95)

Tuberculosis Assessment/Examination

Upon initial volunteer assignment, a volunteer shall have on file with the school a certificate showing that he/she has submitted to a tuberculosis risk assessment and, if tuberculosis risk factors were identified, was examined and found to be free of infectious tuberculosis. (Education Code 49406)

The Superintendent/Principal or designee may exempt from the tuberculosis risk assessment and/or examination those volunteers whose functions do not require frequent or prolonged contact with students. (Education Code 49406)

Volunteer Facilities Projects

All volunteer facilities projects shall have approximate start and completion dates and shall be approved by the Superintendent/Principal or designee in advance. Projects also shall be approved in advance by the Superintendent/Principal or designee if they involve the following types of work:

1. Alterations, additions, or repairs to buildings and grounds
2. Construction involving wall or roof penetration, drilling, or nailing
3. Structural modifications
4. Electrical, electronic, plumbing, or heating and cooling work
5. Painting
6. Installation of carpet, playground equipment, benches, sprinkler systems, marquees or signs
7. Paving
8. Tree planting, pruning, or removal

The Superintendent/Principal or designee shall ensure that volunteers possess the appropriate license and/or have sufficient expertise required for the project. He/she shall also ensure that such projects comply with building and safety codes and other applicable laws and collective bargaining agreements. The district shall provide on-site assistance and supervision for such projects as necessary.

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

ITEM: BOARD MEMBER VACANCY – CANDIDATE INTERVIEWS AND PROVISIONAL APPOINTMENT

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees Conduct interviews of applicants for the vacant Governing Board position and consider the provisional appointment of one qualified applicant to fill the vacancy pursuant to Education Code sections 5090–5092.

BACKGROUND INFORMATION: Following the resignation of Governing Board Member Gayleen Maas, a vacancy exists on the Two Rock Union School District Board of Trustees. In accordance with Education Code section 5091, the Board elected to fill the vacancy through a provisional appointment process rather than calling a special election.

The District publicly announced the vacancy, accepted applications from interested community members, and provided all qualified applications to the Governing Board for review. Candidate interviews are required to be conducted in open session in compliance with the Brown Act. Upon completion of the interviews, the Board may make a provisional appointment by majority vote.

Following the appointment, the District will complete all required statutory notices, including posting and publication of the appointment within ten (10) days. The appointment will become effective unless a petition calling for a special election is filed with the Sonoma County Superintendent of Schools within thirty (30) days, as provided in Education Code section 5092.

Interview Process

Each candidate will be interviewed individually in open session.

- Each interview will last approximately 20 minutes.
- The same core questions will be asked of each candidate to ensure fairness and consistency.
- Board members may ask reasonable follow-up questions.
- Candidates will be requested (but not required) to wait outside the meeting room until their interview begins.
- Following completion of all interviews, the Board will deliberate in open session and vote publicly until one candidate receives a majority of the Board's votes.

Board Interview Questions

The Board will utilize the following interview questions:

1. What do you see as the basic purpose of public schools? What is the role of the Board of Trustees in fulfilling that purpose?

2. What are you most proud of about Two Rock Union School District? What would you hope to accomplish as a Board member, and what would be your highest priority?
3. As a Trustee, what do you believe is your primary responsibility? How would you fulfill that responsibility both individually and as a member of the Governing Board?
4. Describe what you believe constitutes an effective Board meeting.
5. How would you respond if you believed the Board had not received complete or accurate information necessary to make a decision?
6. If a community member approached you outside of a Board meeting seeking your support on a controversial issue, how would you respond?
7. How should the Board encourage meaningful parent and community participation while ensuring effective governance?
8. What strengths, skills, or experiences would you bring to the Board?
9. How do you intend to continue learning and growing in the role of Trustee?
10. Describe a recent Board action or educational issue that is important to you. How would you balance community input, student needs, legal requirements, fiscal responsibility, and your personal beliefs when making a decision?
11. What questions do you have for the Board regarding this opportunity to serve?

FINANCIAL INFORMATION: None.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION Move to conduct interviews of the qualified applicants for the vacant Governing Board position and, following completion of the interviews, make a provisional appointment to fill the vacancy pursuant to Education Code sections 5091 and 5092.
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NOTES:

****Following Interviews**

After interviews are completed, the Board President should call for nominations and conduct voting in open session until one candidate receives a majority vote of the Board. The Board President will then announce the provisional appointment.

If Appointed

Following the vote:

1. The Board President announces the provisional appointment.
2. The Superintendent administers the Oath of Office.
3. The newly appointed Trustee is seated immediately (unless otherwise specified by law).
4. The Superintendent announces that the appointment is provisional and will become final unless a valid petition requesting a special election is filed with the Sonoma County Superintendent of Schools within thirty (30) days.
5. Staff will complete all required public notices within ten (10) calendar days of the appointment.

This format is appropriate for inclusion in your August 13, 2026 Regular Board Meeting agenda packet and follows recommended legal and governance practices for provisional Board appointments.

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

**ITEM: REVIEW OF THE DISTRICT CONFLICT OF INTEREST CODE
(GOVERNMENT CODE §§ 87300–87313)**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: DISCUSSION / ACTION

PURPOSE: It is recommended that the Board of Trustees review the District's current Conflict of Interest Code, discuss potential revisions, and submission to the Sonoma County Board of Supervisors, the District's Code Reviewing Body.

BACKGROUND INFORMATION: The Political Reform Act of 1974 (Government Code § 81000 et seq.) requires all local government agencies to adopt and periodically review their Conflict of Interest Code to ensure that designated positions and disclosure requirements accurately reflect the agency's current organizational structure and decision-making authority. Government Code § 87306.5 further requires agencies to periodically review and update their codes and submit any amendments to the designated Code Reviewing Body.

The District's current Conflict of Interest Code was approved by the Sonoma County Board of Supervisors on February 27, 2001, with the designated positions exhibit reflecting a filing effective in February 2013. The Code establishes three disclosure categories and currently identifies only four designated positions:

- Governing Board Members (Categories 1, 2, and 3)
- Superintendent/Principal (Categories 1, 2, and 3)
- Business Manager (Categories 2 and 3)
- Consultants (as determined by the Superintendent)

The Code also establishes disclosure requirements related to:

- Real property interests located within or near District boundaries (Category 1);
- Investments, business positions, and income from contractors and subcontractors doing business with the District (Category 2); and
- Financial interests involving vendors providing goods or services utilized by the District or a designated employee's department (Category 3).

Recommendations

Add the Director of Special Education as a designated position in the District's Conflict of Interest Code. The Director of Special Education is an administrative position with significant authority over special education programs. Categories 1, 2, and 3 are recommended for consideration as the appropriate disclosure category.

FINANCIAL INFORMATION: None.

#55

RESOLUTION NO. 01-0230m

Dated: February 27, 2001

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF
SONOMA APPROVING THE AMENDED CONFLICT OF INTEREST CODE OF
THE TWO ROCK UNION SCHOOL DISTRICT

WHEREAS, the Political Reform Act, Government Code section 81000, et seq., requires state and local government agencies to adopt conflict of interest codes; and

WHEREAS, Government Code section 87306.5 requires that all local agencies periodically review and update their conflict of interest codes, and submit any revisions to this Board as the code reviewing body for local agencies; and

WHEREAS, the Two Rock Union School District has amended its conflict of interest code to standardize the designation of employees and degree of disclosure required as recommended by their legal counsel, and has submitted the amended code to this Board for approval; and

WHEREAS, County Counsel has reviewed the amended code and determined that it complies with the Political Reform Act; and

WHEREAS, officers and employees of the agency that are affected by the amendments have been notified of this hearing and of their right to be heard concerning any code amendments, and no objection to the amendments has been raised:

NOW THEREFORE, BE IT RESOLVED THAT the amended conflict of interest code of the Two Rock Union School District is approved. The Clerk is directed to send a copy of this resolution to the District, the Sonoma County Clerk, and County Counsel.

SUPERVISORS:

CALE aye KERNS aye KELLEY aye REILLY aye SMITH absent

AYES 4 NOES ABSTAIN ABSENT 1

SO ORDERED.

TWO ROCK UNION SCHOOL DISTRICT

Disclosure Categories

Category 1

Designated employees assigned to this category must report:

Interests in real property which are located in whole or in part: (1) within the boundaries of the Two Rock Union School District (2) within two miles of the boundaries of the Two Rock Union School District, or (3) within two miles of any land owned or used by the Two Rock Union School District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

Category 2

Investments and business positions in business entities or income from sources which are contractors or subcontractors engaged in the performance of work or services of the type utilized by the Two Rock Union School District.

Category 3

Designated employees assigned to this category must report investments and business positions in business entities and income from sources which manufacture, sell or provide, supplies, materials, books, machinery, services or equipment of the type utilized by the employee's department or the Two Rock Union School District. For purposes of this category a principal's department is his/her entire school.

*** Disclosure by Consultants**

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

EXHIBIT A
TWO ROCK UNION SCHOOL DISTRICT
POSITIONS/CATEGORIES

<u>Designated Positions</u>	<u>Assigned Disclosure Category</u>
** Board Members	1, 2, 3
Principal/Superintendent	1, 2, 3
Business Manager	2, 3
Consultants	*

***Disclosure by Consultants**

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

****File with Board of Supervisors (Eff. 2/2013)**

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

ITEM: ADOPTION OF THE 2026–2027 STUDENT DISCIPLINE SUPPORT PLAN

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: DISCUSSION / ACTION

PURPOSE: It is recommended that the Board of Trustees discuss and approve the Two Rock Union School District 2026–2027 Student Discipline Support Plan as the District's administrative framework for student behavior support, discipline procedures, and administrative response protocols for the 2026–2027 school year.

BACKGROUND INFORMATION: The proposed Student Discipline Support Plan establishes a comprehensive, student-centered framework for responding to student behavior in a consistent, equitable, and timely manner while maintaining safe, supportive, and academically focused learning environments. The plan is intended to provide clear expectations for staff, students, and families while ensuring consistent administrative follow-through and compliance with California law.

The plan reflects the District's commitment to Positive Behavioral Interventions and Supports (PBIS), Multi-Tiered System of Supports (MTSS), restorative practices, trauma-informed educational practices, and Social-Emotional Learning (SEL). It emphasizes teaching and reinforcing appropriate behavior while providing graduated interventions designed to improve student outcomes rather than relying solely on punitive consequences.

Key components of the plan include:

- A three-tier behavioral support framework aligned with MTSS (Tier I, Tier II, and Tier III interventions).
- Clearly defined classroom-managed and office-managed behaviors.
- Standardized office referral procedures, including an administrative goal of acknowledging referrals within 15 minutes whenever feasible.
- An Administrative Response Matrix that promotes consistency while allowing professional judgment based on individual student circumstances.
- Progressive behavioral interventions that incorporate restorative practices, parent communication, counseling, Learning Team/SST referrals, Functional Behavior Assessments (FBA), and Behavior Intervention Plans (BIP) when appropriate.
- Clearly defined responsibilities for teachers, classified staff, administrators, and families.
- Administrative service standards establishing expectations for timely investigations, documentation, communication, and staff follow-up.
- A Student Behavior Flowchart providing staff with a consistent decision-making process for addressing behavioral incidents.

The plan has also been updated to incorporate current requirements of California Education Code sections 48900 and 48915, including:

- Grounds for suspension and expulsion;
- Limitations on exclusionary discipline for TK–6 students;
- Required due process protections;
- Mandatory and discretionary expulsion provisions;
- Consideration of alternative means of correction;
- Special education and Section 504 procedural protections.

Implementation of this plan will provide a districtwide framework that promotes:

- Safe and orderly schools;
- Consistent administrative practices;
- Increased instructional time;
- Stronger communication with families;
- Improved documentation and data collection;
- Earlier behavioral interventions;
- Compliance with state law and Board policy;
- Positive student behavior through instruction, intervention, and restorative supports.

FINANCIAL INFORMATION: There is no direct fiscal impact associated with adoption of this plan. Existing district personnel and available MTSS, counseling, and student support resources will be utilized to implement the framework.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees move to approve the Two Rock Union School District 2026–2027 Student Discipline Support Plan as presented, effective for the 2026–2027 school year, and authorize the Superintendent/Principal to implement the plan, provide staff training, make non-substantive administrative revisions as needed to ensure ongoing compliance with changes in law or Board policy, and annually review the plan for recommended updates.

****Following Interviews**

After interviews are completed, the Board President should call for nominations and conduct voting in open session until one candidate receives a majority vote of the Board. The Board President will then announce the provisional appointment.

If Appointed

Following the vote:

1. The Board President announces the provisional appointment.
2. The Superintendent administers the Oath of Office.
3. The newly appointed Trustee is seated immediately (unless otherwise specified by law).
4. The Superintendent announces that the appointment is provisional and will become final unless a valid petition requesting a special election is filed with the Sonoma County Superintendent of Schools within thirty (30) days.
5. Staff will complete all required public notices within ten (10) calendar days of the appointment.

This format is appropriate for inclusion in your August 13, 2026 Regular Board Meeting agenda packet and follows recommended legal and governance practices for provisional Board appointments.

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

**ITEM: APPROVAL OF SUPERINTENDENT MENTOR SERVICES
AGREEMENT**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees approve the Mentor Services Agreement between the Two Rock Union School District and Mr. Glen Senestraro for the period of July 22, 2026, through June 30, 2027, and authorize the Board President to execute the agreement on behalf of the District.

BACKGROUND INFORMATION: The Governing Board recognizes the importance of providing professional coaching and mentorship to support the continued development and success of the Superintendent/Principal. Consistent with the Board's commitment to strong governance, effective leadership, and continuous improvement, the District has negotiated a Mentor Services Agreement with Mr. Glen Senestraro to provide executive mentoring and coaching services to the Superintendent/Principal during the 2026–2027 school year.

Under the proposed agreement, Mr. Senestraro will provide professional mentoring, coaching, and advisory services typically associated with supporting a superintendent/principal. Services will include monthly in-person and virtual meetings, with additional consultation provided as needed to address governance, leadership, organizational effectiveness, and other administrative matters.

The agreement includes the following key terms:

- Term: July 22, 2026, through June 30, 2027.
- Compensation: \$250 per hour, not to exceed \$5,000, plus reimbursement for IRS mileage for travel between Cloverdale and Two Rock.
- Payment: Based upon invoices submitted by the mentor and approved by the Board President or designee.
- Status: Independent contractor.
- Termination: Either party may terminate the agreement with fifteen (15) days' written notice.

The mentoring relationship is intended to provide confidential professional guidance, strengthen leadership capacity, support implementation of Board priorities, and contribute to the Superintendent's continued professional growth in service of the District's students, staff, and community.

FINANCIAL INFORMATION: The fiscal impact is not to exceed \$5,000, plus reimbursement for approved mileage, to be paid from the Superintendent's professional development and/or administrative services budget, as adopted in the 2026–2027 District budget.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees approve the Mentor Services Agreement between the Two Rock Union School District and Mr. Glen Senestraro for the period of July 22, 2026, through June 30, 2027, and authorize the Board President to execute the agreement on behalf of the District.

TWO ROCK UNION SCHOOL DISTRICT INDEPENDENT MENTOR AGREEMENT

This agreement is entered into between the Two Rock Union School District (DISTRICT) and Glen Senestraro (MENTOR) and is dated, for reference, July 22, 2026.

The parties agree as follows:

1. **MENTOR SERVICES.** MENTOR agrees to perform during the term of this Agreement, the tasks, obligations and services normally and typically associated with advising/mentoring/coaching the superintendent/principal. Meetings in person and Zoom will occur at least once a month, more as needed.
2. **PAYMENT FOR SERVICES.** MENTOR agrees to undertake the work for:
 - a. Two hundred fifty dollars (\$250.00) per hour (not to exceed \$5,000.00)
 - b. IRS Mileage round trip from Cloverdale to Two Rock

All payments will be based on invoices submitted to DISTRICT SUPERINTENDENT by MENTOR and approved by BOARD PRESIDENT or designee.

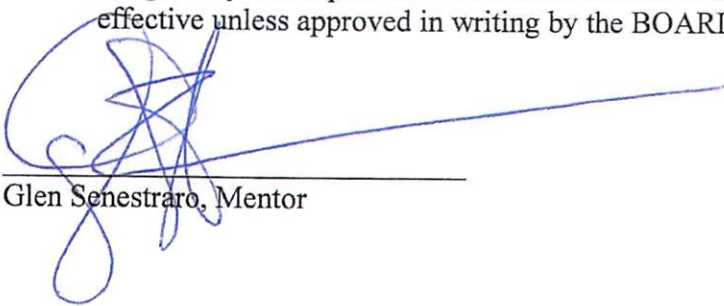
3. **TERM OF AGREEMENT.** The term of the Agreement begins on July 22, 2026, and ends at completion of services rendered as determined by the SUPERINTENDENT and BOARD PRESIDENT, or designee, but no later than June 30, 2027. Extension of the agreement requires approval of BOARD PRESIDENT, or designee. Unless compensation is fixed based on a daily or hourly rate, compensation will not be increased upon extension of the Agreement without approval of the BOARD or their authorized representative.

Either part may terminate this Agreement at any time and for any reason. Written notice of such termination must be given to the other party at least fifteen (15) days prior to the effective date of termination. In the event of termination, MENTOR shall be compensated for all services completed on or before the effective date of termination.

4. **TIME FOR PERFORMANCE.** All services required of the MENTOR will be completed on or before the specified end of the term.
5. **RECORDS.** MENTOR will maintain full and accurate record in connection with the Agreement and will make them available to the BOARD for inspection at any time. MENTOR's work product produced under this Agreement shall be the property of the DISTRICT.
6. **STATUS OF MENTOR.** DISTRICT and MENTOR agree MENTOR, in performing the services specified in the Agreement, shall act as an independent MENTOR and shall have control of all work and the way it is performed.

MENTOR understands and agrees he shall not be considered as officer, employee, agent, partner, or a joint venture of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided to DISTRICT employees and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. MENTOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to MENTOR's employees.

7. INCONSISTENCY. In the event of a conflict or inconsistency between the terms of this Agreement and any other Agreement entered into between the parties, this Agreement shall prevail.
8. DISTRICT AND MENTOR agree services rendered under this Agreement are not services or duties normally performed by public school district employees and are therefore associated compensation is not reportable to the State Teacher's Retirement System (STRS). Notwithstanding any other provision of this Agreement, MENTOR understands and agrees DISTRICT shall not be financially liable for any STRS determination adverse to MENTOR based on the income received for services performed under this Agreement.
9. COMPLIANCE WITH LAWS. MENTOR shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including worker's compensation and tax law.
10. MODIFICATION AND ASSIGNMENT. This Agreement may not be modified or assigned by either part without written consent to the other. No modification shall be effective unless approved in writing by the BOARD or their authorized representatives.



Glen Senestraro, Mentor

7/23/2024

Date

Mr. John Silvestrini, Board President
or designee

Date

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

**ITEM: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE
SONOMA COUNTY OFFICE OF EDUCATION FOR PARTICIPATION
IN THE 2026–2027 SONOMA COUNTY TITLE III ENGLISH LEARNER
CONSORTIUM**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: DISCUSSION / ACTION

PURPOSE: It is recommended that the Board of Trustees approve the 2026–2027 Memorandum of Understanding (MOU) between the Two Rock Union School District and the Sonoma County Office of Education (SCOE) for participation in the Sonoma County Title III English Learner Consortium, and authorize the Superintendent/Principal or designee to execute the agreement on behalf of the District.

BACKGROUND INFORMATION: Title III of the Every Student Succeeds Act (ESSA) provides federal funding to improve the English language proficiency and academic achievement of English learners. Because Two Rock Union School District does not generate a sufficient Title III allocation to operate a comprehensive program independently, the District participates in the Sonoma County Title III English Learner Consortium administered by the Sonoma County Office of Education.

As the lead Local Educational Agency (LEA), SCOE serves as the fiscal agent for the Consortium, coordinates required state and federal reporting, facilitates consortium meetings, maintains fiscal records, and oversees implementation of the Title III Federal Addendum. Consortium members agree to participate in collaborative planning, attend consortium meetings, utilize consortium-funded professional learning and services, and ensure that all Title III-funded activities supplement, rather than supplant, the District's core educational program.

For the 2026–2027 school year, the Consortium anticipates a total Title III allocation of approximately \$72,000, which will be used to provide professional learning, individualized consultation for member districts, instructional coaching, supplemental instructional resources for English learners, and other allowable Title III activities. Participation in the Consortium enables Two Rock Union School District to access these services and resources that would otherwise not be available through the District's individual allocation.

Participation in the Consortium supports the District's Local Control and Accountability Plan (LCAP) by strengthening instructional practices for English learners, expanding professional development opportunities for staff, and improving educational outcomes for multilingual students.

FINANCIAL INFORMATION: There is no direct cost to the General Fund for participation in the Consortium. Title III federal funds are administered by the Sonoma County Office of Education on behalf of Consortium members. SCOE may retain up to 2% of the Consortium allocation for allowable indirect administrative costs as permitted under federal law.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees move to approve the 2026–2027 Memorandum of Understanding between the Two Rock Union School District and the Sonoma County Office of Education for participation in the Sonoma County Title III English Learner Consortium and authorize the Superintendent/Principal or designee to execute the agreement on behalf of the District.

****Following Interviews**

After interviews are completed, the Board President should call for nominations and conduct voting in open session until one candidate receives a majority vote of the Board. The Board President will then announce the provisional appointment.

If Appointed

Following the vote:

1. The Board President announces the provisional appointment.
2. The Superintendent administers the Oath of Office.
3. The newly appointed Trustee is seated immediately (unless otherwise specified by law).
4. The Superintendent announces that the appointment is provisional and will become final unless a valid petition requesting a special election is filed with the Sonoma County Superintendent of Schools within thirty (30) days.
5. Staff will complete all required public notices within ten (10) calendar days of the appointment.

This format is appropriate for inclusion in your August 13, 2026 Regular Board Meeting agenda packet and follows recommended legal and governance practices for provisional Board appointments.

MEMORANDUM OF UNDERSTANDING (MOU)

Title III English Learner Student Program Sonoma County Consortium 2026-2027

LEA: Two Rock Union School District

This Memorandum of Understanding (MOU) is between Sonoma County Office of Education and the **Sonoma County Title III English Learner Consortium** ("Consortium") Local Educational Agency (LEA) members. This MOU represents the mutually agreed-upon supplemental programs, services, and products to be provided to English Learner (EL) students in the LEAs that are members of the Sonoma County Consortium during the **2026-27** school year.

As of the date of this MOU, the following LEAs are Consortium members:

- | | | | | |
|------------------------------|---------------------------------|------------------------------|---------------------------------|--------------------------------|
| • Alexander Valley Union | • Cinnabar Elem School District | • Credo High | • Dunham Elementary | • Forestville Union Elementary |
| • Fort Ross Elementary | • Geyserville Unified | • Gravenstein Union | • Horicon Elementary | • Kenwood |
| • Kid Street Learning Center | • Oak Grove Elementary | • Sebastopol USD | • Sonoma Charter | • Sonoma COE |
| • Two Rock Union | • Waugh USD | • West Side Union Elementary | • West Sonoma County Union High | • Wilmar Union Elementary |

SCOE's Responsibilities As Lead LEA:

SCOE will act as lead LEA and it will be a Consortium member. In accordance with the Title III guidelines, SCOE will serve as the fiscal agent for the Consortium, will be responsible for filing required expenditure reports, completing and submitting the Annual Report, and other reports required by the California Department of Education (CDE), and will maintain fiscal records. SCOE will coordinate regular Consortium meetings for the purpose of assessing the needs of the Consortium members. SCOE will update and maintain the Title III Federal Addendum Consortium Summary. SCOE will annually review, monitor, and revise, as necessary, the LCAP Federal Addendum, which serves as the LEA Title III plan. Per Title III regulations, SCOE is required to serve as the fiscal agent for the Consortium until the grant funds are expended or the grant period ends. **The 2026-27 grant period is twenty-seven (27) months, starting July 1, 2026.**

Consortium LEA Members' Responsibilities

Each Consortium LEA Member shall:

- be bound by all the terms and conditions of the Title III Grant Agreement, attached hereto and incorporated by this reference¹, including that all materials purchased with Title III funds must be supplemental and cannot supplant regular curriculum that is used for all students;
- agree to attend all three Consortium meetings, to the best of their ability - a representative can also attend;
- agree to utilize Consortium provided products and services during the school year, including, but not limited to, sending staff to professional development offerings;
- agree to have this MOU approved by their school board, signed, and submitted to SCOE by the agreed upon deadline of June 25, 2026.

Consortium Title III Expenditure Plan

The Consortium members jointly plan and approve expenditures within the Title III guidelines. As the fiscal agent, SCOE is the only agency entitled to up to two percent of the total consortium allocation for direct administrative costs. The Consortium plans to spend all 2026-2027 Title III funds during the 2026-2027 grant period. At the end of the grant period, the CDE will invoice SCOE for any remaining unspent balance.

Consortium Title III Grant Allocation and Proposed Budget

The **estimated** total consortium allocation for 2026-27 is **\$72,000**. This is based on an estimated **20 Consortium LEA Members**, an estimated per pupil rate of **\$135.70**, and an estimated eligible **pupil count of 530**. *The actual rate per eligible pupil and the eligible pupil count for 2026-27 will be finalized in Fall 2026 by CDE and based on 2025-26 CALPADS information.* The Proposed Budget, which has been mutually developed and agreed upon by all Consortium members, is as follows:

Proposed Budget Categories and Activities 2025-26 Consortium MOU		Budget For 2026-27 Consortium MOU		PY MOU(s) Carryover	Total Budget for 2026-27 -All Years-
		MOU Amount	MOU %	Amount	
A. Professional Development Activities	Professional Learning - Foundational Understandings of Effective Instruction	\$10,000	13.89%	\$12,194.12	\$22,194.12
	Misc Opportunities				
B. Program and Other Authorized Activities	Consultation Sessions - individualized LEA support: Three, 1 hour sessions per LEA: 20 x \$250 (CSA fee) x 3	\$48,893.50	67.91%	\$12,000	\$60,893.50
	One registration ML Collaborative professional learning series Registration: 20 x \$100 (4 sessions-\$25/ea)				
	Summit K12 License Amount & PD Amount				
	Misc Opportunities				
C. English Proficiency and Academic Achievement	One cycle of Instructional Coaching for one teacher (½ day per session, up to two ½ day sessions per coachee) \$500/Coachee CSA Fee Per Coachee x 20 Coaches	\$11,694.74	16.24%	\$47,000	\$58,694.74
	Supplemental books for English learners \$2000/LEA Member x 20 = \$40,000 - Tax /Shipping = \$2000				
	Misc Opportunities				
D. Parent, Family, and Community Engagement	N/A	\$0.00	0%	\$0.00	\$0.00
E. Indirect	Lead LEA may claim program related indirect expenses - SCOE will cap at 2%.	\$1,411.76	1.96%	\$1,423.88	\$2,835.64
Direct Admin Costs	Lead LEA may claim up to 2% Direct Administrative Costs.	\$0.00	0%	\$0.00	\$0.00
Total Estimated Consortium MOU Allocation		\$72,000	100%	\$72,618	\$144,618

Changes or revisions in the scope and/or type of services provided under this MOU must be made by mutual agreement of the Consortium member LEAs. Funds must be used before the completion of the 27 month grant period. Title III allocations vary by LEA, however, Consortium member LEAs mutually agree that the cost of all products and services will be split equally between Consortium member LEAs.

Consortium members may choose not to receive Title III funds through the CARS reporting system during the spring reporting window. Written notification must be submitted to SCOE at the time of the CARS submission.

Should a Consortium member decide to withdraw from this Consortium during the 27 month grant period, no amount shall be owed or paid to the LEA who withdraws from the Consortium as of the date of withdrawal. Written notification of withdrawal must be submitted to SCOE.

General Conditions

Hold Harmless. To the fullest extent permitted by law, each party shall defend, indemnify, and hold the other party, its Governing Board, officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the willful or intentional misconduct or negligent acts or omissions of the indemnifying party, its officers, employees, volunteers, or agents.

No Employment Rights. Each party's agents, servants, volunteers, students and employees shall be under the exclusive management control of that party and shall not be agents, servants, volunteers, students or employees of the other party for any purposes whatsoever. No relationship of employer and employee is created by this MOU. Except as provided herein, Consortium member LEAs shall be solely responsible for all employee compensation and expenses incurred pursuant to this MOU.

Non-Discrimination. Each party and its employees shall not discriminate because of sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color or mental or physical disability against any person by refusing to furnish such persons any service or privilege offered under this MOU.

Assignment. This MOU or any interest herein shall not be assignable by either party or by operation of law without the prior written consent of the other party. Any attempt to so assign without first obtaining such written consent shall be null and void. In the event such written consent should be given by the other party, said consent shall not constitute a waiver of this provision, which shall remain in effect with respect to any and all subsequent attempts to assign.

Books of Record and Audit Provision. Each Consortium member LEA shall maintain complete books and records relating to this MOU. Consortium member LEAs agree to maintain complete personnel and fiscal records and make the records available to SCOE for audit purposes. These documents and records shall be retained for at least three years from the completion of this MOU. Consortium member LEAs will permit SCOE to audit all books, accounts or records relating to this MOU.

Amendment. This MOU may be modified or amended at any time by written mutual agreement of the parties.

Governing Law. This MOU shall be governed by and interpreted under laws of the State of California, with venue for the judicial resolution of any dispute to be Sonoma County, California and no other place.

Representation by Counsel. Each party understands and is aware that School and College Legal Services of California provides legal advice and services to both parties on this and other matters. Each party has no objection to the representation of the other parties in the formation and implementation of this MOU by the same legal counsel.

Authority to Contract. The undersigned person, if signing on behalf of an organization, warrants that he or she has the authority to enter into this MOU on behalf of the organization.

Signatures

Signature of the LEA representative represents concurrence that the Consortium has met and conferred and the Consortium member LEAs are in agreement to all stated stipulations of the MOU.

CONSORTIUM LEAD LEA: SONOMA COUNTY OFFICE OF EDUCATION

Pre-Review:

Initial: KD Date: 05/21/2026
EES Asst Supt: Kelley Dillon

Initial: SL Date: 05/21/2026
Business Asst Supt: Sarah Lampenfeld

Initial: GM Date: 05/27/2026
Deputy Supt: Greg Medici

Final Review:

Deputy Superintendent
Print Name: Greg Medici

Date

MEMBER LEA: (Two Rock USD)

Signature of Member LEA **PROGRAM** Contact
Print Name: _____

Date

Signature of Member LEA **FISCAL** Contact
Print Name: _____

Date

Signature: *Kelley Dillon*

Email: kdillon@scoe.org

Electronically signed by: Kelley Dillon
Date: May 21, 2026 21:00:15 PDT

Signature: *Sarah Lampenfeld*

Email: slampenfeld@scoe.org

Electronically signed by: Sarah
Lampenfeld
Date: May 21, 2026 21:17:38 PDT

Signature: *Greg Medici*

Email: gmedici@scoe.org

Electronically signed by: Greg Medici
Date: May 27, 2026 11:38:40 PDT

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of August 13, 2026

ITEM: APPROVAL OF AGREEMENT WITH SCHOOL OF ROCK SANTA ROSA FOR ELEMENTARY MUSIC EDUCATION PROGRAM

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees approve the agreement with School of Rock to provide a comprehensive music education program for students at Two Rock Elementary School during the 2026–2027 school year.

BACKGROUND INFORMATION: As part of the District's commitment to providing a well-rounded educational experience and expanding enrichment opportunities for all students, the District proposes partnering with School of Rock to deliver weekly music instruction on campus. The program is designed to engage students through a performance-based approach to music education that emphasizes active participation, collaboration, creativity, and confidence-building. Students will develop foundational musical skills while learning rhythm, melody, instrument techniques, songwriting, and ensemble performance in an engaging, hands-on learning environment. School of Rock's instructional model combines skill development with collaborative music-making and live performance opportunities to promote teamwork, communication, perseverance, and self-confidence.

This partnership supports the District's goals of providing engaging enrichment opportunities, fostering student creativity and collaboration, and expanding access to high-quality arts education for all students.

FINANCIAL INFORMATION: The fiscal impact is not to exceed \$18,567.50, to be paid in accordance with the attached invoices and funded through available District resources designated for enrichment and instructional programs.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees approve the agreement with School of Rock Santa Rosa to provide music instruction for the 2026–2027 school year in an amount not to exceed \$18,567.50.

School of Rock Santa Rosa

1462 Mendocino Ave.
Santa Rosa, CA 95401
(707) 710-7625

Invoice

Submitted on 7/21/2026

Payable to

School of Rock Santa Rosa

Invoice

AT 0022

Project

SOR at Two Rock - 10 Weeks

Description	Qty	Unit price	Total price
SOR at Two Rock - Q1	1	\$5,305.00	\$5,305.00
			\$0.00
			\$0.00
			\$0.00

Notes:



Subtotal

\$5,305.00

Adjustments

\$5,305.00

School of Rock Santa Rosa

1462 Mendocino Ave.
Santa Rosa, CA 95401
(707) 710-7625

Invoice

Submitted on 7/21/2026

Payable to

School of Rock Santa Rosa

Invoice #

AT 0024

Project

SOR at Two Rock - 10 Weeks

Description	Qty	Unit price	Total price
SOR at Two Rock - Q3	1	\$5,305.00	\$5,305.00
			\$0.00
			\$0.00
			\$0.00

Notes:



Subtotal

\$5,305.00

Adjustments

\$5,305.00

School of Rock Santa Rosa

1462 Mendocino Ave.
Santa Rosa, CA 95401
(707) 710-7625

Invoice

Submitted on 7/21/2026

Payable to

School of Rock Santa Rosa

Invoice

AT 0023

Project

SOR at Two Rock - 10 Weeks

Description	Qty	Unit price	Total price
SOR at Two Rock - Q2	1	\$5,305.00	\$5,305.00
			\$0.00
			\$0.00
			\$0.00

Notes:



Subtotal

\$5,305.00

Adjustments

\$5,305.00

School of Rock Santa Rosa

1462 Mendocino Ave.
Santa Rosa, CA 95401
(707) 710-7625

Invoice

Submitted on 7/21/2026

Payable to

School of Rock Santa Rosa

Invoice #

AT 0025

Project

SOR at Two Rock - 5 Weeks

Description	Qty	Unit price	Total price
SOR at Two Rock - Extra 5 weeks	1	\$2,652.50	\$2,652.50
			\$0.00
			\$0.00
			\$0.00

Notes:



Subtotal

\$2,652.50

Adjustments

\$2,652.50

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

REGULAR MEETING JULY 16, 2026

**ITEM: APPROVAL OF CHILD CARE SERVICES AGREEMENT WITH TWO
ROCK UNION SCHOOL DISTRICT AND KCE CHAMPIONS, LLC.
FOR THE 2026-2027 FISCAL YEAR**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: Approval of the Child Care Services Agreement with KCE Champions LLC. to provide an extended learning opportunity program for the 2026-2027 fiscal year.

BACKGROUND INFORMATION: The Expanded Learning Opportunities Program funding requires school districts to offer extended learning opportunities to students for the full duration of a school year, as well as summer and after school enrichment programs to students. The District has partnered with KCE Champions LLC, an organization that provides a turn-key program for districts.

DETAILS: Extended Learning Opportunity Programs must be run for the entire duration of the 180 instructional school year, as well as for 30 calendar days outside of the school year schedule. The District would like to continue to partner with Champions to provide extended learning programs afterschool for students at Two Rock Union School District for the 2026-2027 year.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

FINANCIAL INFORMATION: See details.

RECOMMENDATION: For the Board of Trustees to approve the renewal of Child Care Services Agreement with KCE Champions LLC. to provide an extended learning opportunity program for the 2026-2027 fiscal year.

CHILD CARE SERVICES AGREEMENT

The following Child Care Services Agreement (“Agreement”), effective on the date as shown on the attached **Exhibit A** (“Effective Date”), is between **KCE Champions LLC** (“Champions”) and the School or School District (“School”) as shown on the attached Exhibit A. The parties agree as follows:

1. RESPONSIBILITIES OF CHAMPIONS.

A. Champions will provide Before and/or After School and Child Care Services (“Program”), as set forth in attached Exhibit A.

B. Tuition and fees charged by Champions for Program enrollment are set forth in Exhibit A. Except as otherwise set forth on Exhibit A, Champions will operate the Program on regular school days, all conference days, and school holidays (and during summer, if included). Except as otherwise set forth on Exhibit A, the Program will be closed on the following national holidays: New Year’s Day, Martin Luther King Day Jr. Memorial Day, July 4th, Labor Day, Thanksgiving Day and the day after Thanksgiving, and Christmas Day.

C. Champions will comply with all applicable state and federal laws and regulations governing the Program and its employees. Champions further agrees to immediately apply for all necessary licenses in order to operate the Program. Obtaining all such licenses will be a condition precedent to Champions’ obligations under this Agreement. Once obtained, Champions agrees to maintain all such licenses for the duration of this Agreement.

D. Champions agrees to:

- i. Provide all necessary curriculum, materials, staffing, and management to operate the Program effectively.
- ii. Leave the Program location(s) in a neat and clean condition at the end of each Program session.
- iii. Maintain appropriate communication with the Principal at each Program location.
- iv. Maintain appropriate communication with families of enrolled children and provide a Parent Handbook.
- v. Repair, replace, or reimburse School for any equipment, furniture or fixtures damaged by Champions in the course of its operation of the Program as mutually agreed by School and Champions, except that Champions will not be responsible for reasonable wear and tear, casualty, or acts of God.

2. RESPONSIBILITIES OF SCHOOL.

A. School will be responsible for and provide at its cost the following items:

- i. Licensable space(s) sufficient to accommodate the Program. The licensable space(s) will include a separate telephone line, which will be connected and utilized at Champions’ expense. The specific space(s) agreed to by the parties are set forth in Exhibit A.
- ii. Furniture, fixtures, and equipment appropriate and sufficient for the Program including a minimum of five tables with appropriate seating.
- iii. Approximately 150 square feet of secure equipment storage space that is convenient to the Program location.
- iv. Safety equipment (including fire extinguishers) and building safety features required by state or local authorities.

- v. Access to the gymnasium and outdoor playground, both of which must meet applicable licensing requirements.
- vi. Utilities including, but not limited to, heating, lighting, power, toilet facilities and supplies, and hot and cold water.
- vii. General cleaning and maintenance of the Program space including refuse removal.
- viii. Access to a facsimile and copy machine/scanner at each location at which Champions is to provide the Program.
- ix. Repair, replacement, or reimbursement to Champions for any Champions equipment or materials damaged by School.
- x. A completed and signed IRS form W-9.

B. At Champions' request, School will promptly provide to Champions copies of all current school floor plans and a copy of any documentation required in order for Champions to obtain its childcare license and government agencies for each location at which Champions is to provide a Program including, but not limited to: certificate of occupancy and fire, health and safety inspections including lead, asbestos, and other environmental or site testing results. The specific documentation required in the relevant jurisdiction is set forth in Exhibit A.

C. In the event that any governmental authority requires changes or repairs to School facilities to operate the Program, School will be solely responsible for promptly making such changes or repairs at its own cost and expense. School has the option to terminate this Agreement or the Program session with 15 days' prior written notice if it elects not to incur the cost of the repairs or changes.

D. School will make information regarding Champions available to School families each year, including sending Champions program information via email, with registration or enrollment materials to families, and on bulletin boards or other postings. School will also add Champions as a link to School's website. School will invite Champions to attend parent-facing events (e.g., open houses, back-to-school night, etc.) when appropriate for Champions to market directly to families.

E. School will provide Champions with guest access to School's wireless network along with School IT support for potential network upgrades or issues in accessing Champions' Horizon applications through School's network.

3. INSURANCE. Each party will list the other as an additional insured under the party's general commercial liability insurance policy(ies) and, upon request, will furnish the other party with a certificate of insurance evidencing the liability insurance policy coverages as well as an additional insured endorsement.

4. INDEMNITY.

A. School indemnifies and holds Champions and Champions' affiliates and their respective members, managers, shareholders, officers, directors, agents, employees, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses, including reasonable attorneys fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of School or its agents, employees, or contractors. In the event any action or proceeding is brought against Champions by reason of any such claim, School will defend the same at School's expense by counsel selected by Champions.

B. Champions indemnifies and holds School and School's nominees, officers, directors, agents, employees, shareholders, successors and assigns harmless from and against any and all third-party claims, demands, liabilities, and expenses including reasonable attorneys fees and litigation expenses, arising from the negligent acts or omissions or willful misconduct of Champions or its agents, employees, or contractors. In the event any action or proceeding is brought against School by reason of any such claim, Champions will defend the same at Champions' expense by counsel selected by School.

5. TERM AND TERMINATION. The term of this Agreement will be as written on Exhibit A, as may be amended from time to time, unless:

A. School fails to comply with any material term or condition of this Agreement within 30 days after written notice from Champions specifying the nature of the failure with particularity; or

B. Champions fails to comply with any material term or condition of this Agreement within 60 days after written notice from School specifying the nature of the failure with particularity; or

C. Either party terminates this Agreement or a specific Program session, with or without cause, by giving 90 days' prior written notice to the other; or

D. Either party terminates this Agreement as otherwise permitted by this Agreement.

6. MISCELLANEOUS.

A. **Intellectual Property.** School acknowledges it does not have any rights whatsoever in or to any trademarks, trade names, copyrights, names, logos or other intellectual property of Champions or its affiliated companies, and will not use or cause or allow others to use the same or any variations thereof without the prior express written permission of Champions. Champions reserves all rights to its intellectual property rights, past, present and future.

B. **LIMITATION OF LIABILITY.** NOTWITHSTANDING ANYTHING TO THE CONTRARY HEREIN, IN NO EVENT WILL SCHOOL OR CHAMPIONS BE LIABLE TO THE OTHER FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES, LOST PROFITS, LOST SALES OR ANTICIPATED ORDERS, OR DAMAGES FOR LOSS OF GOODWILL UNDER THIS AGREEMENT, EVEN IF A PARTY WAS INFORMED OR KNEW OR SHOULD HAVE KNOWN OF THE POSSIBILITY OF SUCH DAMAGES OR LOSS, EXCEPT FOR: (i) DAMAGES OR LOSSES ARISING FROM THIRD-PARTY INDEMNITY LIABILITY, OR (ii) DAMAGES OR LOSSES ARISING FROM A PARTY'S WILLFUL MISCONDUCT, GROSS NEGLIGENCE OR RECKLESS CONDUCT. THIS LIMITATION APPLIES REGARDLESS OF WHETHER SUCH DAMAGES, CLAIMS OR LOSSES ARE SOUGHT BASED ON BREACH OF CONTRACT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY, MISREPRESENTATION, OR ANY OTHER LEGAL OR EQUITABLE THEORY.

C. **Survival.** The terms and conditions of Sections 3, 4, 5, and 6 will survive expiration or termination of this Agreement for any reason.

D. **Personal Property.** The parties agree that Champions is the sole owner of any equipment provided by Champions to operate the Program. Upon termination of this Agreement (for any reason), all such equipment will remain the property of Champions, and Champions will have access to the School facilities for the purpose of removing the equipment.

E. **Employees.** During the term of this Agreement, should either party to this Agreement hire an employee of the other party, such that the employee will no longer be able to continue working his or her regularly scheduled hours for the other party, then, prior to that employee's effective hire date, the hiring party will give the other party 30 days' notice so that the other party may make reasonable efforts to hire and train a replacement employee.

F. **Force Majeure.** Neither party will be liable for its failure to fulfill any term or condition of this Agreement if fulfillment has been delayed, hindered or prevented by event of force majeure including, but not limited to, civil commotion, strike, lockout or other industrial dispute, acts of God, inability to obtain

equipment, power, necessary governmental licenses or permits, materials or transportation, or any other circumstances beyond such party's reasonable control. Should such an event of force majeure continue for a commercially unreasonable period of time, this Agreement may then be terminated immediately upon written notice by either party.

G. **Notices.** All notices given pursuant to this Agreement will be in writing, addressed to the recipient as shown on Exhibit A, and will be (i) mailed, postage prepaid, certified or registered with return receipt requested, (ii) delivered in person or by nationally recognized overnight courier, or (iii) sent by facsimile or electronic transmission. Any notice sent by mail, in person or by courier will be deemed given when delivery is first attempted; any notice given by facsimile or electronic transmission will be deemed given when receipt has been confirmed electronically.

H. **Independent Contractor.** Champions is, and will remain at all times, an independent contractor with exclusive control of the Program, including but not limited to the selection of and hiring of Champions' employees, and is not an agent, servant, or employee of School. Champions' engagement with School is limited solely to the operation of the Program. Neither party has the authority to act in any capacity on behalf of the other party.

I. **General.** This Agreement shall be governed by and construed in accordance with the laws of the State of California without regard to its conflicts of law principles. This Agreement reflects the entire agreement between the parties regarding the subject matter of this Agreement. No other previous agreement, statement or promise made by the parties that is not contained in this Agreement will be binding or valid with respect to the Program(s) being provided under this Agreement. Any modifications, amendments or changes to this Agreement must be in writing and signed by an authorized representative or officer of the parties. This Agreement will be binding upon the parties' successors and permitted assigns. The section headings in this Agreement are solely for convenience of reference and are not to be construed or considered in interpreting this Agreement. If any provision of this Agreement is deemed invalid, illegal or unenforceable in any respect, the validity of the remaining provisions contained in this Agreement will not be affected. Failure of either party at any time to require performance of any provision of this Agreement will not limit the party's right to enforce the provision. Waiver of any breach of any provision will not be a waiver of any succeeding breach of the provision or a waiver of the provision itself or any other provision. Each party has had the opportunity to be represented by counsel of its choice in negotiating this Agreement. This Agreement will be deemed to have been negotiated and prepared at the joint request, direction and construction of the parties, at arm's length, with the advice and participation of counsel, and will be interpreted in accordance with its terms without favor to either party. This Agreement may be executed in counterparts and delivered by facsimile or electronic transmission, each of which will be deemed to be an original, and such counterparts will, together, constitute and be one and the same instrument. Such counterparts taken together will constitute one and the same agreement.

J. Compliance with Applicable Laws. Champions acknowledges that it is providing services as an independent third-party provider in partnership with the District and, in carrying out services under this Agreement, functions as an extension of the District's educational program. Champions shall remain knowledgeable of, comply with, and ensure its employees, agents, subcontractors, and volunteers comply with all applicable federal, state, and local laws, regulations, guidance, policies, and requirements governing the services provided under this Agreement, including, but not limited to, education laws, Expanded Learning Program (ELP) requirements, child health and safety requirements, student supervision standards, employee background clearance requirements, mandated reporter obligations, student privacy laws, nondiscrimination laws, and all other applicable governance and compliance requirements.

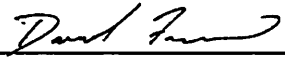
- i. Champions further agrees to monitor and remain current with any changes in applicable laws, regulations, or state guidance throughout the term of this Agreement and shall promptly implement any operational, programmatic, or administrative changes necessary to maintain compliance without requiring amendment to this Agreement, unless otherwise required by law or expressly requested by the District.
- ii. Champions represents and warrants that it possesses the expertise, personnel, and administrative capacity necessary to remain compliant with all applicable legal and regulatory requirements and shall bear sole responsibility for the costs associated with maintaining such compliance.
- iii. Failure to maintain compliance with applicable legal or regulatory requirements shall constitute a material breach of this Agreement and may result in corrective action, suspension of services, withholding of payment where permitted by law, or termination of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers or representatives as of the Effective Date.

TWO ROCK UNION SCHOOL DISTRICT

KCE CHAMPIONS LLC

By: _____

By: 

Printed Name: _____

Printed Name: **Daniel Figurski**

Title: _____

Title: **President, Champions**

REVIEWED BY LEGAL (KCE)

DATE: 08/07/2026

INITIALS CK

CHILD CARE SERVICES AGREEMENT

EXHIBIT A

Effective Date: August 1, 2026

1. **School or District Name:** Two Rock Union School District ("School")
2. **Term:** This Exhibit A is made part of that certain Child Care Services Agreement made as of the Effective Date. This Exhibit A commences on the Effective Date and will continue for 1 Year from the Projected Program Start Date ("Term") between the parties at the locations and on the dates for those Programs shown in this Agreement.
3. **Champions** will provide the Programs at the sites set forth below:

Site Location	Program	Hours of Operation
Two Rock Elementary 5001 Spring Hill Road Petaluma, CA 94952	After School Preschool PM Summer / Breaks	2:00 PM - 6:00 PM (Wed. 1:45 PM - 6:00 PM) 12:15 PM - 6:00 PM 8:00 AM - 6:00 PM

Projected Program Start Date: August 1, 2026

Facility Use Terms: School will provide Champions with access to the gymnasium, cafeteria, multipurpose room, or other appropriate spaces to operate the Programs.

Tuition and Fees:

Program	1-2 Day Weekly Rate	3 – 5 Day Weekly Rate
After School	\$99	\$165
TK/Kindergarten	\$110	\$180
Summer/Intersession Break Days	\$100	\$225
Sliding Scale	sliding scale will consider family income and ability to pay.	

Other Fees:

Student Registration \$60
Family Registration \$100

Discounts:

School District Employee 15%
Military 15%
Multi-Child 15%

Enrollment Guarantee and Enrollment Guarantee Fee. Enrollment Guarantee: School guarantees that School's families will enroll their children to a minimum of 21 Average Weekly Enrollments (AWE). Champions will provide School monthly reports within 30 days of the end of each month showing the number of families enrolled. If School fails to meet the Enrollment Guarantee, School will

pay Champions the Enrollment Guarantee Fee for every month that School fails to meet the Enrollment Guarantee. The Enrollment Guarantee Fee will be calculated as the average monthly Tuition for the number of full-time enrolled children that would be required to meet the 21 AWEs.

School Sponsorship:

School Age Program-School will pay to Champions at a rate of \$55 per spot, per week not to exceed a maximum of 22. Champions will invoice the School monthly and School will remit payment within 30 days of invoice date.

TK/Kindergarten Program: School will pay to Champions at a rate of \$100 per spot, per week, not to exceed a maximum of 9 .

School Sponsorship Summer/Break weeks: School will pay to Champions at a rate of \$200 per spot, per week, not to exceed a maximum of 25 students for either 30 days of Summer 27 or to be used as Intersession Break Weeks.

Notwithstanding anything to the contrary the total amount payable to Champions under this Agreement will not exceed \$110,180.00

Sliding Scale:

Champions will offer a mutually agreed to sliding scale for families in compliance to Expanded Learning Opportunity Program regulations;sliding scale will consider family income and ability to pay.

Documents Required for Licensing: *To be provided to Champions Legal by Champions Business Development at time of contract creation.*

4. Additional Client Provided Services or Additional School Closure Days: N / A

5. Addresses for Notice:

School: Two Rock Union School District
5001 Spring Hill Road
Petaluma, CA 94952
Attn: Stephen Owens
Phone: 707-762-6617
E-mail: Sowens@trusd.org

Champions: KCE Champions LLC
5005 Meadows Rd., Suite 200
Lake Oswego, OR 97035
Phone: 503-872-1300
Facsimile: 503-736-1954
Attn: Vice President, Champions

With a copy to: KinderCare Education Legal
5005 Meadows Rd., Suite 200
Lake Oswego, OR 97035
Phone: (248) 227-1373
Attn: Christopher Kind

TWO ROCK UNION SCHOOL DISTRICT

KCE CHAMPIONS LLC

By: _____

Printed Name: _____

Title: _____

By: *Daniel Figurski* _____

Printed Name: Daniel Figurski

Title: President, Champions